

INVITATION TO BID

STATE OF LOUISIANA

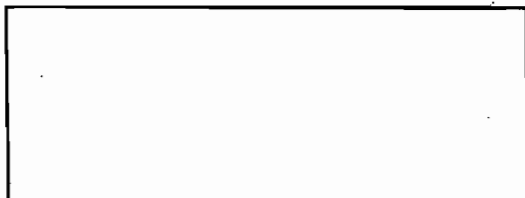
DIVISION OF ADMINISTRATION
OFFICE OF STATE PURCHASING

BIDS WILL BE PUBLICLY OPENED:

JAN 18, 2007 10:00 AM

PURCHASING AGENCY NO.: 107001

VENDOR NO. :
SOLICITATION : 2213192
FILE NO. : N31288M
OPENING DATE : 01/18/07

**SEE NO. 8 BELOW. RETURN BID TO**

2213192 01/18/07 10:00 AM
N31288M

OFFICE OF STATE PURCHASING
OFFICE OF STATE PURCHASING
POST OFFICE BOX 94095
BATON ROUGE, LA 70804-9095

BUYER : LELIA ACHEE
BUYER PHONE : (225) 342-8018
DATE ISSUED : 12/27/06
REQ. AGENCY : 332016 FOLD HERE-->
EASTERN LA MENTAL HEALTH SYSTEM
AGENCY REQ. NO. : 07-1821
ISIS REQ. NO. : 1295383
VENDOR PHONE :
FISCAL YEAR : 07
CLASS/SUBCLASS : 20072
SCHEDULED BEGIN DATE : 00/00/00
SCHEDULED END DATE : 00/00/00
T-NUMBER :

UNIFORMS SHIRTS AND TROUSERS
MALE AND FEMALE

TO BE COMPLETED BY VENDOR

1. _____ PLEASE REMOVE FROM THIS COMMODITY CODE.
2. _____ DELIVERY WILL BE MADE IN THIS NUMBER OF DAYS AFTER RECEIPT OF ORDER.
3. _____ % CASH DISCOUNT FOR PROMPT PAYMENT IF MADE WITHIN THIRTY (30) DAYS. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. ON INDEFINITE QUANTITY TERM CONTRACTS, CASH DISCOUNTS WILL BE ACCEPTED AND TAKEN BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS.
4. _____ BID BOND ATTACHED, _____ CERTIFIED CHECK ATTACHED, _____ OTHER, IF REQUIRED.
5. _____ BID REFERENCE NUMBER. (THIS NUMBER WILL APPEAR ON RESULTING ORDER OR CONTRACT).

INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
2. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER.
3. THIS BID IS TO BE MANUALLY SIGNED IN INK.
4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D." REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.
5. AMOUNT OF BID BOND REQUIRED: _____ N/A _____
6. AMOUNT OF PERFORMANCE BOND, IF REQUIRED. _____ OR _____ 0% _____ OF BID.
7. DESIRED DELIVERY: _____ 004WEEKS ARO _____
8. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED IN THE SPECIAL ENVELOPE IF FURNISHED FOR THAT PURPOSE.
9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
10. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.30). ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.

FOLD HERE-->

VENDOR PHONE NUMBER:
FAX NUMBER:

TITLE

DATE

SIGNATURE OF AUTHORIZED BIDDER - SEE NO. 30, PAGE 3.
(MUST BE SIGNED)

NAME OF BIDDER
(TYPED OR PRINTED)

STANDARD TERMS & CONDITIONS		INVITATION TO BID	
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<p>11 ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.</p> <p>12. CONFERENCE: NA NA NA</p> <p>13. BID FORMS. ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED: A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND; B. BID FILLED OUT IN PENCIL; AND C. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS.</p> <p>BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. TELEGRAPHIC AND FAX ALTERATIONS TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED FORMAL BID AND WRITTEN ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING TIME. ENTIRE BID SHOULD BE RETURNED, EXCEPT ITEM PAGES NOT BID.</p> <p>14. STANDARDS OF QUALITY. ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.</p> <p>15. DESCRIPTIVE INFORMATION. BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER MUST STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.</p> <p>16. BID OPENING. BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED.</p> <p>17. AWARDS. THE STATE OF LOUISIANA RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.</p> <p>18. PRICES. UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.</p> <p>19. DELIVERIES. BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.</p> <p>20. TAXES. VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.</p>			

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<p>21. NEW PRODUCTS. UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.</p> <p>22. CONTRACT RENEWALS. UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.</p> <p>23. CONTRACT CANCELLATION. THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE; (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (6) ANY OTHER BREACH OF CONTRACT.</p> <p>24. DEFAULT OF CONTRACTOR. FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT, THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.</p> <p>25. ORDER OF PRIORITY. IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.</p> <p>26. APPLICABLE LAW. ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.</p> <p>27. COMPLIANCE WITH CIVIL RIGHTS LAWS. BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, SEXUAL ORIENTATION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.</p> <p>28. SPECIAL ACCOMMODATION. ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN SEVEN DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.</p> <p>29. INDEMNITY. CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.</p> <p>30. SIGNATURE AUTHORITY. IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE: 1. A CURRENT CORPORATE OFFICER, PARTNERSHIP MEMBER OR OTHER INDIVIDUAL SPECIFICALLY AUTHORIZED TO SUBMIT A BID AS REFLECTED IN THE APPROPRIATE RECORDS ON FILE WITH THE SECRETARY OF STATE; OR 2. AN INDIVIDUAL AUTHORIZED TO BIND THE VENDOR AS REFLECTED BY A CORPORATE RESOLUTION, CERTIFICATE OR AFFIDAVIT; OR 3. OTHER DOCUMENTS INDICATING AUTHORITY WHICH ARE ACCEPTABLE TO THE PUBLIC ENTITY.</p>			

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1 BID DELIVERY INSTRUCTIONS FOR STATE PURCHASING:

BIDDERS ARE HEREBY ADVISED THAT THE U.S. POSTAL SERVICE DOES NOT MAKE DELIVERIES TO OUR PHYSICAL LOCATION.

BIDS MAY BE MAILED THROUGH THE U.S. POSTAL SERVICE TO OUR BOX AT:
 OFFICE OF STATE PURCHASING
 P O BOX 94095
 BATON ROUGE LA 70804-9095

BIDS MAY BE DELIVERED BY HAND OR COURIER SERVICE TO OUR PHYSICAL LOCATION AS FOLLOWS:

OFFICE OF STATE PURCHASING
 CLAIBORNE BUILDING, SUITE 2-160
 1201 NORTH THIRD STREET
 BATON ROUGE, LA 70802

BIDDER IS SOLELY RESPONSIBLE FOR ENSURING THAT ITS COURIER SERVICE PROVIDER MAKES INSIDE DELIVERIES TO OUR PHYSICAL LOCATION. THE OFFICE OF STATE PURCHASING IS NOT RESPONSIBLE FOR ANY DELAYS CAUSED BY THE BIDDER'S CHOSEN MEANS OF BID DELIVERY.

BIDDER IS SOLELY RESPONSIBLE FOR THE TIMELY DELIVERY OF ITS BID. FAILURE TO MEET THE BID OPENING DATE & TIME SHALL RESULT IN REJECTION OF THE BID.

 PUBLICIZING AWARDS. IN ACCORDANCE WITH L.A.C.34:I.535, UNSUCCESSFUL BIDDERS WILL BE NOTIFIED OF THE AWARD PROVIDED THAT THEY SUBMIT WITH THEIR BID A SELF-ADDRESSED STAMPED ENVELOPE REQUESTING THIS INFORMATION.

ATTENTION:

RECEIPT OF A SOLICITATION OR AWARD CANNOT BE RELIED UPON AS AN ASSURANCE OF RECEIVING FUTURE SOLICITATIONS. IN ORDER TO RECEIVE FUTURE SOLICITATIONS/AWARDS FROM THIS OFFICE, YOU MUST ENROLL IN THE PROPER CATEGORY ON LAPAC OR ON STATE PURCHASING'S AGPS BIDDERS LIST. ENROLLMENT IN LAPAC IS FREE AND PROVIDES EMAIL NOTIFICATION OF BID OPPORTUNITIES BASED UPON COMMODITIES THAT YOU SELECT.

2 TERMS AND CONDITIONS. THIS SOLICITATION CONTAINS ALL TERMS AND CONDITIONS WITH RESPECT TO THE COMMODITIES HEREIN. ANY VENDOR CONTRACTS, FORMS, TERMS OR OTHER MATERIALS SUBMITTED WITH BID MAY CAUSE BID TO BE REJECTED.

3 INVOICES. INVOICES WILL BE SUBMITTED BY THE CONTRACTOR TO THE USING AGENCY AND THE INVOICE SHALL REFER TO THE DELIVERY TICKET NUMBER, DELIVERY DATE, PURCHASE/RELEASE ORDER NUMBER. QUANTITY, UNIT PRICE, AND DELIVERY POINT. A SEPARATE INVOICE FOR EACH ORDER DELIVERED AND ACCEPTED SHALL BE SUBMITTED BY THE CONTRACTOR IN DUPLICATE DIRECTLY

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TO THE ACCOUNTING DEPARTMENT OF THE USING AGENCY. INVOICES SHALL SHOW THE AMOUNT OF ANY CASH DISCOUNT AND SHALL BE SUBMITTED ON THE CONTRACTOR'S OWN INVOICE FORM.

- 4 PAYMENT. PAYMENT WILL BE MADE ON THE BASIS OF UNIT PRICE AS LISTED IN THIS CONTRACT; SUCH PRICE AND PAYMENT WILL CONSTITUTE FULL COMPENSATION OF FURNISHING AND DELIVERING THE CONTRACT COMMODITIES. IN NO CASE WILL THE STATE AGENCY REFUSE TO MAKE PARTIAL PAYMENTS TO THE CONTRACTOR ALTHOUGH ALL ITEMS HAVE NOT BEEN DELIVERED. THIS PAYMENT IN NO WAY RELIEVES THE CONTRACTOR OF HIS RESPONSIBILITY TO EFFECT SHIPMENT OF THE BALANCE OF THE ORDER. PAYMENT WILL BE TO VENDOR AND ADDRESS AS SHOWN ON ORDER.

- 5 PREFERENCE. IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1595, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.

DO YOU CLAIM THIS PREFERENCE? YES _____

SPECIFY LINE NUMBER(S) : _____

SPECIFY LOCATION WITHIN LOUISIANA WHERE THIS PRODUCT IS MANUFACTURED, PRODUCED, GROWN OR ASSEMBLED: _____

(NOTE: IF MORE SPACE IS REQUIRED, INCLUDE ON SEPARATE SHEET.)

DO YOU HAVE A LOUISIANA BUSINESS WORKFORCE? YES _____ NO _____

IF SO, DO YOU CERTIFY THAT AT LEAST FIFTY PERCENT (50%) OF YOUR LOUISIANA BUSINESS WORKFORCE IS COMPRISED OF LOUISIANA RESIDENTS?

YES _____ NO _____

FAILURE TO SPECIFY ABOVE INFORMATION MAY CAUSE ELIMINATION FROM PREFERENCES. PREFERENCES SHALL NOT APPLY TO SERVICE CONTRACTS.

- 6 SUCCESSFUL VENDOR MUST MAKE ON SITE VISIT FOR MEASUREMENTS.

CONTACT PERSON: BRENDA NORFLIN AT 504-634-0186

- 7 QUESTIONNAIRE

YOUR NORMAL HOURS OF OPERATION: _____

ARE YOU WILLING TO FURNISH SUPPLIES/SERVICES OUTSIDE OF YOUR NORMAL HOURS OF OPEATION? _____

IF YES, WILL CONTRACT PRICES APPLY? _____

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IF NOT, EXPLAIN _____

IF YOUR FACILITY IS RENDERED INOPERABLE, DO YOU HAVE SOURCES FROM WHICH SUPPLIES/SERVICES CAN STILL BE PROVIDED? _____

IF THE ANSWER IS YES, STATE THE LOCATION OF THE FACILITY(IES) FROM WHICH SUPPLIES/SERVICES WILL BE PROVIDED: _____

EMERGENCY CONTACT: (YOU MAY ATTACH OTHERS IF APPLICABLE)

NAME: _____ PHONE #: _____

BUSINESS E-MAIL: _____

ANY ALTERNATE NUMBERS OR EMAIL ADDRESSES: _____

8 SAMPLE REQUIREMENTS:

TWO TYPES OF SAMPLES MAY BE REQUIRED

1. A SAMPLE OF THE EXACT ITEM QUOTED - FOR EVALUATION OF QUALITY, CONSTRUCTION, AND COMPLIANCE WITH THE ITEM SPECIFICATIONS, TO DETERMINE THE APPARENT SUCCESSFUL BIDDER. SAMPLES MAY BE REQUESTED FROM BIDDERS WHO MAY BE IN LINE FOR AWARD. WHEN REQUESTED, SAMPLE(S) MUST BE RECEIVED WITHIN TEN (10) DAYS OF NOTIFICATION.

2. A PRE-PRODUCTION SAMPLE, WILL BE REQUIRED FOR THE APPARENT SUCCESSFUL BIDDER. WHEN REQUESTED, THE PRE-PRODUCTION SAMPLE MUST BE RECEIVED WITHIN FOURTEEN (14) DAYS OF NOTIFICATION

SAMPLES MAY BE REQUIRED FOR ALL ITEMS BID.

*****INSTRUCTIONS FOR SUBMISSION AND RETURN OF SAMPLES*****

SAMPLES ARE TO BE SENT TO:

OFFICE OF STATE PURCHASING
ATTN: LELIA ACHEE
1201 NORTH THIRD STREET
CLAIBORNE BUILDING, SUITE 2-160
BATON ROUGE, LA 70802

SAMPLES ARE TO BE FURNISHED AT VENDOR'S EXPENSE. PACKAGES SHOULD BE CLEARLY LABELED WITH THE FILE NUMBER AND BID OPENING DATE. EACH INDIVIDUAL SAMPLE WITHIN THE PACKAGE MUST BE CLEARLY LABELED WITH SENDER'S NAME, MANUFACTURER'S BRAND NAME AND MODEL NUMBER, FILE NUMBER AND ITEM NUMBER.

SAMPLE OF SUCCESSFUL BIDDER WILL BE RETAINED AT THE CENTRAL PURCHASING OFFICE FOR THE PURPOSE OF RECEIVING MERCHANDISE. ANY PART OF MERCHANDISE RECEIVED THAT DOES NOT MEET THE QUALITY AND CONSTRUCTION OF THE SAMPLE WILL BE REJECTED AND RETURNED AT THE VENDOR'S EXPENSE.

RETURN OF SAMPLES

ANY OTHER SAMPLES RECEIVED, IF NOT DESTROYED IN TESTING MAY BE RETURNED AT THE BIDDER'S EXPENSE. REQUEST FOR RETURN, SHIPPING AUTHORIZATION, AND SUFFICIENT RETURN POSTAGE MUST BE RECEIVED NO LATER THAN TEN (10) DAYS AFTER BID OPENING, OR COMMODITIES SHALL

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BE DISPOSED OF BY THE STATE OF LOUISIANA.

- 9 EVERY ITEM BID SHOULD HAVE SUFFICIENT INFORMATION ENCLOSED WITH THE BID, IN ORDER TO DETERMINE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS. THE ABOVE REQUIREMENTS INCLUDE ITEMS IN WHICH THE BIDDER STATES HE PROPOSES TO FURNISH EXACTLY WHAT IS CALLED FOR IN THE SPECIFICATIONS.

FAILURE TO COMPLY WITH THIS REQUEST MAY ELIMINATE YOUR BID FROM CONSIDERATION.

- 10 SECONDS, IRREGULARS, OR SHORTS ARE NOT ACCEPTABLE.

- 11 AWARD TO BE MADE ON AN ALL-OR-NONE BASIS.

- 12 QUALITY LEVEL -

ALL ITEMS SHALL BE NEW, UNUSED, AND A CURRENT STANDARD PRODUCT OF AN ESTABLISHED MANUFACTURER, EXCEPT FOR SUCH DEVIATIONS AS MAY BE REQUIRED BY EACH ITEM SPECIFICATIONS. ITEMS SHALL HAVE A NEAT, WELL-FINISHED APPEARANCE AND SHALL BE FREE OF ALL IMPERFECTIONS AND/OR DEFECTS WHICH MIGHT AFFECT OVERALL APPEARANCE, NORMAL LIFE OR SERVICEABILITY.

PRODUCTS FURNISHED SHALL BE "FIRST COMMERCIAL GRADE, CLEAN AND FREE FROM TEARS OR HOLES. SECONDS, IRREGULARS, SHORTS, OR RUN-OF-THE-MILL ARE NOT ACCEPTABLE. THERE SHALL BE NO BROKEN OR LOOSE YARNS, STITCHES OR SEAMS. THREADS SHALL BE TRIMMED, HEMS SHALL BE SMOOTH, STRAIGHT AND UNIFORM, WITH SUFFICIENT UNDERTURN AND STITCHING TO PREVENT EXPOSURE OF ENDS THROUGH NORMAL USE AND LAUNDERING.

THE PURCHASING AGENCY RESERVES THE RIGHT TO INSPECT AND TEST THE DELIVERED MERCHANDISE FOR COMPLIANCE WITH THE BID SPECIFICATIONS. IF MERCHANDISE FAILS TO MEET THE SPECIFICATIONS, THE COST OF TEST AND INSPECTION WILL BE PAID BY THE CONTRACTOR. IF THE MERCHANDISE IS IN COMPLIANCE, COST OF ALL TEST WILL BE PAID BY THE USING AGENCY.

- 13 BID PRICES MUST BE FIRM FOR A PERIOD OF SIXTY (60) DAYS FROM DATE OF BID OPENING.

- 14 AT THE OPTION OF THE STATE OF LOUISIANA AND ACCEPTANCE BY THE CONTRACTOR, THIS CONTRACT MAY BE EXTENDED FOR TWO ADDITIONAL TWELVE (12) MONTH PERIODS AT THE SAME PRICE, TERMS AND CONDITIONS. TOTAL CONTRACT TIME MAY NOT EXCEED THIRTY-SIX (36) MONTHS.

- 15 *****

THE SPECIFICATIONS REFERRED TO IN THIS PROPOSAL ARE INTENDED TO BE DESCRIPTIVE, BUT NOT RESTRICTIVE. THE AWARD WILL BE MADE IN THE BEST

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INTEREST OF THE STATE WITH CONSIDERATION GIVEN TO THE PURPOSE FOR WHICH THE ITEM IS REQUIRED. THE RIGHT IS RESERVED TO WAIVE TECHNICALITIES WHICH PRECLUDE COMPETITION.

AND MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN SOLICITATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD QUALITY, PERFORMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION.

MINOR DEVIATIONS TO SPECIFICATIONS MAY BE ACCEPTED.

SPECIFICATIONS		INVITATION TO BID	
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<div>_____ 16 PLEASE INDICATE PRICING ON BID DOCUMENT FOR LARGER SIZES.</div> <div>_____</div>			

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00001	<p>UNLESS SPECIFIED ELSEWHERE SHIP TO: EASTERN LA MENTAL HEALTH SYSTEM TRANSPORTATION ATTN: RECEIVING WAREHOUSE 4502 HWY 951/P.O. BOX 498 JACKSON , LA 70748</p> <p>COMMODITY CODE: 200-72-029188</p> <p>FURNISH UNIFORM SHIRTS IN ACCORDANCE WITH ATTACHED SPECIFICATIONS AND WITH TERMS AND CONDITIONS SET FORTH HEREIN.</p> <p>DESIRED DELIVERY: ONE-TIME SHIPMENT DUE FOUR WEEKS AFTER RECEIPT OF ORDER</p> <p>IF DELIVERY TIME IS GREATER THAT FOUR WEEKS ARO, STATE DELIVERY TIME - ARO _____ARO</p> <p>MALE UNIFORM SHIRTS: SHORT SLEEVE ZIPPER STYLE SHIRT, SEE ATTACHED SPECIFICATIONS.</p> <p>SIZE: SMALL - 2X-LARGE</p> <p>MARTINS #23472 TAN SPRUCE S.S & P.F. OR APPROVED EQUAL</p> <p>AVAILABLE SIZES:14-1/2 TO 17-1/2</p> <p>STATE PRICE FOR LARGER SIZES:</p> <p>3X-LARGE: _____</p> <p>4X-LARGE: _____</p> <p>5X-LARGE: _____</p> <p>(3) SIZE: (EXTRA TALL) _____</p>	350	EACH	_____	_____

PRICE SHEET

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	<p>SPECIFY BRAND (& NUMBER IF APPLICABLE)</p> <p>_____</p>				
00002	<p>COMMODITY CODE: 200-45-000000</p> <p>EMBLEMS SUCCESSFUL VENDOR MUST FURNISH AND SEW ON LEFT SHOULDER OF SHIRTS, SEE ATTACHED FOR SPECIFICATIONS</p> <p>MARTIN'S #12969 OR APPROVED EQUAL</p> <p>SPECIFY BRAND (& NUMBER IF APPLICABLE)</p> <p>_____</p>	350	EACH	_____	_____
00003	<p>COMMODITY CODE: 200-72-029191</p> <p>UNIFORM MALE TROUSERS: SEE ATTACHED FOR SPECIFICATIONS, COLOR: SPRUCE *PANTS TO BE HEMMED BY VENDOR*</p> <p>SIZE: SMALL - XX-LARGE MARTINS #21263 - OR APPROVED EQUAL SHRINKAGE: 2% AVAILABLE SIZES: 28 TO 42</p> <p>STATE PRICE FOR LARGER SIZES:</p> <p>3X-LARGE: SIZES 44 TO 50 _____</p> <p>4X-LARGE: SIZES 52 TO 54 _____</p> <p>5X-LARGE: SIZES 56 TO 58 _____</p> <p>(3) SIZE 44X38 _____</p>	350	EACH	_____	_____

PRICE SHEET

INVITATION TO BID

NUMBER : 2213192
OPEN DATE : 01/18/07 TIME: 10:00 AM
T-NUMBER :

BIDDER:

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	IF OVERSIZE GARMENTS REQUIRE ADDITIONAL DAYS ARO, STATE DELIVERY ARO FOR OVERSIZE GARMENTS. _____ SPECIFY BRAND (& NUMBER IF APPLICABLE) _____				
00004	REQUISITION LINE CANCELLED				
00005	REQUISITION LINE CANCELLED				
00006	REQUISITION LINE CANCELLED				
00007	REQUISITION LINE CANCELLED				
00008	REQUISITION LINE CANCELLED				
00009	REQUISITION LINE CANCELLED				

Uniform Specifications

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Male Uniform Long Sleeve Shirt:

Color: Tan/Spruce

Fabric: 100% Texturized Dacron Polyester (Featherweight) Gabardine Weave. Shrinkage allowance to be approximately 1.5%, permanent press, fabric to include Visa Finish, should be wrinkle-resistant and soil-resistant, abrasive resistant.

Style: Long sleeve permanent press, with concealed zipper front and convertible collar, tapered from fit; stitched-in military creases front and back.

Collar: Convertible style collar, die-cut; permanent sewn-in collar stays, collar shall be interlined with 100% cotton fusible. Collar points approximately 3½" long; top stitched 3/16" from edge.

Shoulder Epaulets: Spruce gabardine shoulder straps to be approximately 2" at sleeve head tapered from approximately 1¾" at ends that are to be pointed. Points of straps to be approximately ½" from collar. Straps are to be sewn down at the sleeve with single stitching. Straps to be stitched to shoulder with single needle machine forming an "X". Buttons attached to shoulder to match strap buttonhole. Length of straps to be graduated to size of shirt.

Pockets: Two pockets with 15/16" box pleat, pockets to be 5" long by 4¾" wide with mitered corners. Pockets to be Die-cut and die creased to insure uniformity of shape and size. Buttons sewn on pockets to button through flap. Both pockets to have a pencil division. Each pocket to have 1/16" stitched in creases running vertical, bisecting through the box pleat and gripper snaps at top corners to match flap snaps.

Flaps: Spruce Gabardine scalloped flaps 5" wide-2" at sides and 2¼" at center. Die cut and creased to insure uniformity of shape and size; and lined with 100% cotton - Crease 'n Tack.

Front: The front shall have a lined top center placket, 1½" wide, and two rows of stitching extending from collar stand to bottom of shirt. Zipper to be concealed and extends from the third to the fifth buttonhole with the stitch to be concealed under the center strip. Front to have 7 buttons and buttonholes. The button stand, 7/8" wide, shall be self lined extending from collar stand to the button of shirt.

Zipper: To be a nylon separating zipper with nylon coil, matching binder seam.

Badge Holder: Inside sling badge holder of self goods approximately 1½" wide to extend from should seam to approximately 2½" below top of pocket on left front. There shall be two thread eyelets 1" apart with the lower eyelet approximately 1" above the flap-to be on vertical line with pocket pleat.

Cloth Shoulder Protector for Metal Button: A reinforcement of self cloth 1" wide by approximately 2¼" long that is set into the collar seam and stitched to yoke to prevent shank of metal button if used on should straps from digging into wearer's shoulder.

Uniforms - Continued

Military Creases: Shirts to have stitched-in creases, two on front, and three on back. Flaps and pockets to have 1/16" stitched-in creases.

Sleeves: Shall be long with (2) two pleats folded toward the 7" placket. Placket shall be self-fabric 1" bias which folds to a point and shall be edge-stitch set. Sleeves terminate with a 2½" cuff. Cuff to edge stitch clean finish set and shall have (1) one Ligne 19 button centered ¾" from finished cuff edge. Buttonhole shall be horizontal.

Elbow Reinforcement: Patches not less than 5½" x 4¾" with all four corners mitered to be set over sleeve placket on both sleeves. Patches to be die cut and die creased to insure uniformity.

Pintucks: There shall be two (2) pintucks, ½" edge stitched from shoulder seam to hem on the front of the shirt and three (3) equally sewn pintucks stitched across the back of the shirt from yoke to seam to bottom hem.

Back: Shall be with a double yoke; yoke to be approximately 2¼" wide at center point, 2½" wide on each end where joined into sleeve. Inside yoke to be of 100% polyester stain lining small holes to be set under buttons matching shoulder straps buttonholes.

Buttons: Buttons will be of first quality pearlized polyester in a matching or coordinated color; size will be 19 Ligne and 4-hole style.

Stitching: Sleeving and closing operations-overlock with safety stitch.

Length: Minimum length for all sizes to be approximately 32½" measured from collar seam to bottom of tail center of back.

Cutting: Collar, pockets and flaps are to be Die-cut to insure absolute uniformity.

Sizes: Collar sizes from 14½" thru size 20.

All measurements are approximately plus or minus (½") and are from size 16½"

Uniform Emblems

Emblem to be sewn on left shoulder of shirt.

Background: Dark Green

State of Louisiana: Tan

Border: Gold

Letters: Gold

UNIFORM NUMBER: 4415192

Uniforms -- Continued-----Male Uniforms Pants in Spruce

Fabric: 100% texturized Polyester 2 ply 11.25 oz. per linear yard; gabardine weave. Fabric to include Visa. Shrinkage allowance to be approximately 2%.

Style: the style shall conform to modern updated contour cut men uniform trousers. Plain front, 2 front and 2 back pockets. Front pockets to be quarter top style with a minimum of 5" opening. The front pockets to have separate handset inside facing to give four-ply strength at the entry of the pockets. The front pockets to be hung to the side seam of the trousers and locked with a bar-tack at the top and bottom of the pocket opening. The two back pockets to have a Reece piped entry.. They are to have a minimum opening of 5". The two back pockets to have a tab to button closure. They are to be bar-tacked on right and left side for extra strength. Front and back pockets are to be stitched, turned and top-stitched.

Belt Loops: All belt loops are to be lined and of double thickness butted on reverse side and blind stitched. They shall be a minimum of ¾" wide by 2" long and to be sewn into the waistband seam at top and bottom. The middle back loop to be dropped at bottom and stitched.

Waistband: Outside waistband to be a minimum of 2" wide, (self-material). It is to be sewn to the waistband lining at top and waistband curtain is then blind stitched at the bottom.

Waistband Construction: The right fly lining and crotch piece extension to be lined with same material as pocketing. (This is to be one piece and sewn down flat.) There is to be an attached French fly extension with a button hole at the end of the French fly that will attach to button that is to be sewn on left side of waistband lining. Left fly is to be lined and corded.

Inner Waistband: The inner waistband to be composed in two parts, a 2½" wide two-zone inner waistband and a 1" wide interlining of elastic. The 2½" wide inner waistband to be composed of a 4% nylon/86% polyester/10% spandex. It is to have a 45% manual elongation and a two-zone construction. The upper zone is to be stiff to give body to the upper waistband portion and help prevent waistband rollover and ribbed to help hold the shirt-tail in. The lower part is to be soft to stretch around the hips, supporting the slack. The 1" wide stiff elastic will be an interlining to form the cap of the trousers and help prevent waistband rollover. This elastic is to be composed of 5% nylon mono-filament/84% polyester/11% spandex with a manual elongation of 35% (+ or - 10%). The waistband is to be blind-stitched, not top-stitched to assure banding stretch. The bottom portion is to be specially beamed and warped in a diagonal twill portion of band, approximately ¼" high letters, with a 4.75" separation between each identification repeat.

Zipper & Closure: Talon (Gripper-Zipper) #42 brass or equivalent will also have a metal bottom stop, permanent press treated tape, hook-flex steel waistband closure.

Stitching, Pressing and Finishing: The trousers are to be stitched with matching thread and all stitching must be 10-11 stitches per inch. They must be neatly pressed on hot headed presses and properly shaped. Out-seams and in-seams must be pressed open to maintain a neat and professional appearance. They must be cleaned and finished to eliminate loose thread. There must be a Texpak clip attached to the top fly of the finished trousers to insure shape retention during shipping.

SOLICITATION NUMBER: 2213192

Uniforms**Male Uniform Pants in Spruce - Continued**

Pocketing: All pocketing will be made of a polyester/cotton blend permanent dress drill with an approximate content of 50% polyester/50% cotton in the spun warp - 100% texturized polyester in the filling; for a total content of 70% polyester/30% cotton. Pocketing will harmonize with color of trousers. The bottom of the pockets must be Dura-Ruff coated.

Labeling: All trousers are to be finished with a woven (not printed) label, permanently affixed. It is to include the correct fiber content of the fabric and identification of brand as well as garment care instructions.

Creasing: Front & Back fashion set permanent front and back creases. Fashion set is a special process of permanent creases, formed by an invisible resin treatment. It is bonded to the inside of the trousers, insuring clean, sharp, straight creases. Fashion set is not a baked-in process that can burn or damage cloth fibers.

Stripe: The trousers are to have a narrow _" tan gabardine stripe sewn from bottom of waistband on out-seam of trousers. The seams are to be pressed open to avoid unsightly creases on the outside appearance of the trousers.

Care Instructions: The garment must be machine washable in warm delicate cycle. Wash dark separately; use any detergent, but not soap, bleach or fabric softener. Tumble dry, low heat and remove promptly. Steam iron, using a low setting; may be dry cleaned.

Sizes: To be sizes 28, 29,30,31,32, 33, 34, 36, 38, 40, to 50 in open unfinished lengths to be hemmed to individual request.

All measurements are approximate and "based" on size 34. All other sizes are graded from these measurements according to size.

Male Uniform Short Sleeve Shirt:**Color: Tan/Spruce**

The same specifications as the Long Sleeve Shirt with this exception:

Sleeves: The short sleeves are to be cut in one piece and are to measure approximately 9 $\frac{3}{4}$ " long from shoulder and approximately 5" long from underarms. The hem is to be approximately $\frac{3}{4}$ " wide and is to be turned under, now raw edges exposed.

